

2 January 1999

Cadet Programs

CAP CADET PROTECTION POLICY

This regulation is the official policy on cadet protection for the Civil Air Patrol (CAP) and describes CAP's policies concerning the procedures for identifying, reporting, and responding to cadet abuse situations. Supplements to this regulation require HQ CAP/CP approval with the concurrence of HQ CAP/GC.

CAP Cadet Protection Policy. CAP is committed to doing everything reasonably possible to combat the potential for child abuse within our organization and to discourage our cadets from illegal use of alcohol and other drugs. CAP members are expected to avoid even the appearance of impropriety involving cadets and report suspected abuse immediately. For the purpose of this policy, abuse is defined in two categories. The first is sexual abuse. Cadets will not be subjected to sexual molestation, touching, contact, exposure, suggestions, or other incidents of a sexually oriented nature. Physical abuse is the second type. Cadets will not be physically struck, hazed, or assaulted in any way.

a. Reporting Requirements. Senior members, cadets, and parents/guardians should immediately report incidents of observed or suspected abuse to the unit commander or commander at the next higher level of command. Whenever a commander has received a report of abuse, suspects that abuse has occurred or may occur, or believes there is an appearance of impropriety in the nature of cadet abuse by a member of CAP, the commander will immediately suspend the member from working with cadets and will report the abuse as follows:

(1) Sexual Abuse. The unit commander will immediately notify the wing commander who will immediately notify the wing legal officer **and** the General Counsel (at 334-264-7152 during business hours or 888-902-3323 after hours, weekends, and holidays) or the Executive Director (at 334-834-2236). No investigation will be conducted nor statements taken until specifically directed by the General Counsel. The General Counsel will notify the region commander, other appropriate officials, and state agencies as required.

(2) Physical Abuse. The unit commander will immediately notify the wing commander who will immediately notify the region commander, the wing legal officer, and the General Counsel. The wing commander will consult with the wing legal officer before directing an investigation or administrative action. In cases where physical injuries are involved, follow the notification and reporting procedures in CAPR 62-2, *Mishap Reporting and Investigation*. Members who have observed or believe they have been subject to physical abuse may file a complaint in accordance with CAPR 123-2, *Complaints*.

(3) Hazing. Hazing is defined as any conduct whereby someone causes another to suffer or to be exposed to any activity that is cruel, abusive, humiliating,

oppressive, demeaning, or harmful. Actual or implied consent to acts of hazing does not eliminate the culpability of the perpetrator. Examples of hazing include using exercise as punishment or assigning remedial training that does not fit the deficiency (such as making a cadet run laps for having poorly shined shoes). Hazing, as defined in this policy, is considered a form of physical abuse and the reporting procedures for physical abuse must be followed.

b. Personnel Actions. Commanders will initiate appropriate personnel actions when they determine there is cause to separate any member (cadet or senior) from contact with cadets. Personnel actions involving sexual abuse cases must be coordinated in advance with the General Counsel. The personnel action will depend on the nature and seriousness of the incident. Available options include suspended status (CAPR 35-1, *Assignment and Duty Status*) or nonrenewal action (CAPM 39-2, *Civil Air Patrol Membership*).

c. Standards for Leadership. Senior members, cadets, and persons who supervise cadet activities or serve in leadership positions must possess high moral and ethical standards, be emotionally stable, and demonstrate leadership qualities necessary to serve as positive role models. All senior members must be screened in accordance with CAPM 39-2 and undergo cadet protection training before working with cadets (CAPR 50-17, *CAP Senior Member Training Program*). Members who have not completed the screening process and received their "approved" status will not be permitted to act as the primary supervisor at cadet activities or associate with cadets in any way without the **in-person** supervision of a senior member who is currently in "approved" status. Approved status is defined by a leadership code of "A" on the monthly membership listing and the issuance of a membership card that does not reflect the word "temporary." The only exception to this policy is for FAA certified flight instructors participating in National special activities. These individuals must have received their "temporary" membership card and completed Cadet Protection Program Training prior to the start of the activity; however, the in-person supervision of an "approved" member is not required during periods of dual flight instruction or orientation flights where the cadet is accompanied by one of these instructor pilots.

d. Commander Responsibilities. Commanders must be sensitive to the potential for cadet abuse and carry out the policies and procedures set forth in this regulation. As a minimum, commanders will:

(1) Exercise judgment and discretion when selecting senior members, cadets, and other persons to conduct or supervise cadet activities.

(2) Encourage members to report any observed or alleged abuse.

(3) When cadet abuse is alleged and/or verified, suspend the member from all CAP activities, make immediate notification, and take appropriate personnel actions in accordance with the provision of paragraph b above.

(4) Ensure that at least two “approved” senior members are present at all overnight cadet activities. Encourage at least two senior members to be present at all cadet activities (with the exception of chaplain counseling or cadet orientation flights). This policy is for the protection of the senior members as well as the cadets.

(5) Conduct periodic orientations for senior members to ensure they understand the procedures and policies set forth in this regulation.

(6) Ensure cadets are informed of the policies contained in this regulation.

(7) Spot-check signatures on permission slips.

(8) Provide parents with a calendar of activities and notify the parents when a scheduled activity is cancelled, relocated, or changed.

(9) Give the parents an opportunity to personally meet the senior members by periodically designating meetings as “parents night.”

(10) Mail parents a current roster of members who supervise or conduct cadet activities.

e. Parental Involvement. Parental involvement is one of the most effective deterrents of child abuse. The following suggestions are ways to encourage parental involvement:

(1) Conduct periodic meetings with other parents to discuss child abuse. Let the other parents know CAP is making an effort to prevent such abuse.

(2) Establish a parents committee to provide input on cadet activities. Membership in CAP is not necessary to be a part of this committee.

(3) Require a permission slip, signed by the parent or guardian, for each activity outside of the regular squadron meetings.



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SUMMARY OF CHANGES

Separated CAPM 50-16, *CAP Cadet Training Program*, Chapter 1, Section B, *CAP Cadet Protection Policy and Program* to become this regulation; added statement on hazing; changed references of Corporate Legal Counsel to General Counsel; added the May 98 NEC approved changes concerning the screening process; re-organized the “Responsibilities of the Commander” and “Parental Involvement” sections.

NOTE: Bars in the margins identify updated information.